

Department of Physical Therapy and Rehabilitation Sciences
School of Allied Health
The University of Kansas Medical Center

Instructions for Completing the GPA Worksheets

General Directions

This form is designed to help us identify how many of our prerequisite courses you have completed. Please remember that you must successfully complete all prerequisite courses to be eligible to begin our program. We recommend that you have a math and science prerequisite GPA (sheet #1) and an overall prerequisite GPA (sheets #1 and #2) greater than or equal to a 3.0 on a 4.0 scale.

Please type or print clearly on the worksheet. For each prerequisite course that you enter on the worksheet, please compare the course descriptions from your college with our **Description of Prerequisite Courses** to be sure that the course meets our criteria. Remember, if you took a required course more than once (e.g., to improve a low grade), you must list all times that the course was taken and all grades earned. Grades from every attempt at a course must be included in the GPA calculation.

Completing the Prerequisite Worksheets

1. Write the **course number and name** in the appropriate box of the worksheet. Include the name and number of courses you are currently taking or plan to take. Please remember that all prerequisite coursework must be completed with a grade of C or better before June 2006.
2. Write the name of the college or university at which you took or will take the course.
3. Write the semester or year in which you took or plan to take the course.
4. **If the course was a "semester" in duration:**
 - Enter the number of credit hours for the course in the "Credit Hours" column.
 - Enter the letter grade earned in the class in the "Letter Grade" column.
 - Enter the numerical grade earned in the class in the "Number Grade" column.

<u>Letter Grade</u>	<u>Grade Value</u>
A	4.0
A-	3.7
B+	3.3
B	3.0
B-	2.7
C+	2.3
C	2.0
C-	1.7
D+	1.3
D	1.0
F	0

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- If you are currently taking the course or plan to take the course before June 2006, leave the grades column blank.
- Enter the number of grade points earned for each class. This is determined by multiplying the number of credit hours by the numerical value for the letter grade (e.g., a 5 credit course in which you received a B would = 15 grade points).
- Add the number of credit hours and the number of grade points for worksheet #1 and worksheets #1 and #2 combined. Divide the number of grade points by the number of credit hours to calculate your GPA.

5. NOTE: If the course was a "quarter" in duration:

- Convert the quarter hours to semester hours using the following table:

<u>Quarter Hours</u>	<u>Semester Hours</u>
1	0.7
2	1.3
3	2.0
4	2.7
5	3.3
6	4.0

- Enter the number of equivalent semester hours in the "Credit Hours" column.

Name _____ KUMC Department of Physical Therapy and Rehabilitation Sciences

GPA Worksheet #1: Science and Math Prerequisite Courses

Course Number and Name	College or University	Semester and Year Taken	Credit Hours	Letter Grade	Number Grade	Credit X Number
2 semesters (or equivalent) of Chemistry (with lab)						
2 semesters (or equivalent) of Physics (with lab)						
2 semesters (or equivalent) of Biology (with lab)						
1 semester (or equivalent) of Anatomy (with lab)						
1 semester (or equivalent) of Physiology (with lab)						
1 course (or equivalent) in Algebra and Trigonometry or 1 Precalculus or 1 Calculus						
1 course in Statistics						

Total Credit Hours = _____ Total CxN = _____

Math and Science GPA = CxN/ Total Credit Hours = _____

Name _____ KUMC Department of Physical Therapy and Rehabilitation Sciences

GPA Worksheet #2 – “Other” Prerequisite Courses

Course Number and Name	College or University	Semester and Year Taken	Credit Hours	Letter Grade	Number Grade	Credit X Number
2 semesters English Composition						
1 semester Speech						
2 semesters Psychology						
1 semester Sociology						
1 semester Human Development						

Total Credit Hours Sheet 2 = _____ Total CxN for Sheet 2 = _____

Total Credit Hours Sheet 1 = _____ Total CxN for Sheet 1 = _____

Total Credit Hours Sheets 1+2 = _____ Total CxN Sheets 1+2 = _____

All Prerequisites GPA = Total CxN for both sheets / Total Credit Hours for both sheets = _____